

MIAMI TOWNSHIP BOARD OF TRUSTEES

MARCH 17, 2015

The Miami Township Board of Trustees met in regular session on Tuesday, March 17, 2015 at 7:00 PM. Trustee Mary Wolff called the meeting to order and led the Pledge of Allegiance. The invocation, an Irish blessing, was given by Mary Wolff. Fiscal Officer Mr. Ferry called the roll. Attending were Mary Makley Wolff, Karl Schultz and Ken Tracy. Mr. Tracy made a motion to approve the minutes of the February 17, 2015 business meeting and the March 9, 2015 special meeting, seconded by Mr. Schultz with all voting "AYE".

Correspondence: None

Proclamations and Special Presentations: Chief Kelly presented a Meritorious Service Award to Rosa Trester, for her quick response and life saving efforts on three passengers during a flight she was on in February.

Department Reports: **Department Reports:** A representative of each department presented a report of activities during the month of February 2015.

Community Development	Mr. Fronk
Finance	Mr. Ferry
Fire/EMS	Chief Kelly
Police	Chief Madsen
Recreation	Mrs. Thibodeau
Service	Mr. Zellner
Administration	Mr. Fronk

Old Business: None

New Business: Mr. Schultz made a motion to pay the bills of the Township with 297 checks numbered 120216 - 120513 and 9 electronic checks numbered 533 - 542 for the total amount of \$1,036,617.47 plus payroll and payroll taxes for the week of 02/14/2015 in the amount of \$362,235.50 and payroll and payroll taxes for the week of 02/28/2015 in the amount of \$396,690.45, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised the Board of the need for a Then and Now Certificate in the amount of \$45,803.61.

Mr. Tracy made a motion to adopt **Resolution 2015-08** authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures totaling \$45,803.61, seconded by Mr. Schultz with all voting "AYE".

Mr. Fronk presented the following personnel items: In the Fire Department, Mr. Fronk is recommending the Board accept the resignation of Larry Ramey from his position as a volunteer firefighter/paramedic effective immediately; to offer final employment to Andrew Webber a volunteer member of Miami Township Fire & EMS, with a one-year probationary period effective March 17, 2015, to promote Firefighter/Paramedic Christopher Day from his volunteer position to Part-Time Firefighter II/Paramedic, with a one-year probationary period with starting base hourly rate will be \$15.63, with a daytime differential of \$19.84 and a nighttime differential of \$16.96, effective March 29th, 2015; to promote Firefighter/Paramedic Simon Higginbotham from his volunteer position to Part-Time Firefighter I/Paramedic, with a one-year probationary period with starting base hourly rate of \$15.14, with a daytime differential of \$19.35 and a nighttime differential of \$16.47, effective March 29th, 2015; to make a conditional offer of employment as Part-Time Firefighter/Paramedics to the following; Andrew Browning, Jonathan Furbush, Benjamin Geiger, Timothy Harrison, Mathew Korse, Daniel Lohbeck, Stephanie McMahon, Timothy Petry, Scott Ray, Maria Rensing, Stephen Roos, Mark Thompson, Mathew Wendel.

Mr. Schultz moved to approve the Fire/EMS personnel items as presented, seconded by Mr. Tracy with all voting "AYE".

In the Service Department, Mr. Fronk is recommending the Board of Trustees approve a promotion for Ms. Patty Hall and Mr. Gary Frank, from Maintenance Worker IV, step 5 to Maintenance Worker V, step 1 with an adjusted pay rate of \$26.08 per hour effective March 29, 2015.

Mr. Tracy moved to approve the Service Department personnel items as presented, seconded by Mr. Schultz with all voting "AYE".

MIAMI TOWNSHIP BOARD OF TRUSTEES

MARCH 17, 2015

In the Recreation Department, Mr. Fronk is recommending the board terminate the employment of Hayden Ownes, building monitor; Emily Kozel, part-time recreation assistant and Christian Vanderloo, YELL volunteer effective immediately. Also, Mr. Fronk is recommending the Board make conditional offer of employment to Sarah Ehrman and Lindsay Schaeffer as YELL program volunteers, Sami Connor as recreation assistant and Jan Ellis and Jessica Lamb as recreation assistant/instructors.

Mr. Schultz moved to approve the Recreation Department personnel items as presented, seconded by Mr. Tracy with all voting "AYE".

In the Administration Department, Mr. Fronk is recommending the Board approve an Employment Agreement with Ms. Christine Thompson for the position of Township Administrator.

Mr. Tracy moved to approve the Administration Department personnel item as presented, seconded by Mr. Schultz with all voting "AYE".

Ms. Christine Thompson came forward to say she is looking forward to coming to Miami Township and keep working to make Miami Township a premier destination.

Mr. Fronk advised the Board of two contracts for the Boards consideration. The first is with Duke Energy Retail for the Township buildings and the Lighting Districts. They have given a very competitive consistent rate and this will help with budgeting for the Lighting Districts. Mr. Fronk is recommending the Board approve a Retail Power Sales Agreement with Duke Energy Retail at a rate of 546 per kilowatt hour for the building and a rate of 398 per kilowatt hour for the Lighting Districts and authorize the Administrator to execute the contract on behalf of the Board. Mr. Fronk advised this agreement has been reviewed and approved as to form by our Law Director.

Mr. Schultz moved to approve a Retail Power Sales Agreement with Duke Energy Retail at a rate of 546 per kilowatt hour for the building and a rate of 398 per kilowatt hour for the Lighting Districts and authorize the Administrator to execute the contract on behalf of the Board, seconded by Mr. Tracy with all voting "AYE".

Also, Duke Energy Retail is requesting the Board take action on one of two options for our Electric Aggregation. Mr. Fronk is recommending the Board approve option 1 of a rate of 5.79 per kilowatt hour for a contract term to run through December 2017.

Mr. Tracy moved to approve a Duke Energy Retail rate for the Miami Township Electric Aggregation of 5.79 per kilowatt hour for a contract term to run through December 2017, seconded by Mr. Schultz with all voting "AYE".

The next contract is with Intrust who has been providing IT network services for ten years. Their current agreement expires on March 31st. The agreement renewal includes remote network monitoring, remote help desk, on-site support, security and back-up services and long range technology planning. The agreement renewal expands remote support beyond regular business hours to 24/7 support, it also expands support to the Police Department MDC's which have been maintained at an hourly rate. The agreement renewal is at a rate of \$9,734.00 per month and the agreement has been reviewed and approved as to form by the Law Director. Mr. Fronk is recommending the Board approve the three (3) year Support Agreement with Intrust and authorize the Administrator to execute the Agreement on behalf of the Board. This contract has been reviewed and approved as to form by our Law Director.

Mr. Schultz moved to approve a three (3) year Support Agreement with Intrust at a renewal rate of \$9,734.00 per month and authorize the Administrator to execute the Agreement on behalf of the Board, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk presented two (2) Memorandum of Understandings, with the Milford Schools, to the Board. Mr. Fronk explained with the construction of two new elementary schools the Milford School District is also obligated to construct roadway improvements to ensure safe access to the new schools. A proposal was presented to the Board for a partnership that would take on the roadway improvement projects. The partnership would be the Milford Exempted Village School District, Miami Township and the Clermont County Transportation Improvement District. The School District and Miami

MIAMI TOWNSHIP BOARD OF TRUSTEES

MARCH 17, 2015

Township would be financial partners and the County TID would provide project management. Each project is described as follows: Seipelt Elementary School, SR 131, Milford School District will provide up to, but not exceeding \$300,000.00; Miami Township will provide RID funds up to , but not exceeding \$200,000.00; Clermont County TID will manage engineering, bidding and construction of the project; Project timeline 2015-2016. Boyd E Smith Elementary School, Jer Les Drive at Branch Hill Guinea, Milford School District will provide up to, but not exceeding \$300,000.00; Miami Township will provide TIF funds up to, but not exceeding \$400,000.00; Clermont County TID will manage engineering, bidding and construction of the project; Project timeline 2016-2017. A Memorandum of Understanding has been prepared for each project. The MOU's have been reviewed and approved as to form by the Township Law Director. The MOU's have been approved by the Milford Board of Education. There is a sufficient balance in the TIF and RID funds to pay for these roadway improvements.

Mr. Fronk is recommending the Board execute a Memorandum of Understanding with the Board of Education of the Milford Exempted Village School District for roadway improvements relating to the construction of Seipelt Elementary School on St. Rt. 131 and authorize the Administrator to sign the MOU on behalf of the Board.

Mr. Tracy made a motion to execute a Memorandum of Understanding with the Board of Education of the Milford Exempted Village School District for roadway improvements relating to the construction of Seipelt Elementary School on St. Rt. 131 and authorize the Administrator to sign the MOU on behalf of the Board, seconded by Mr. Schultz with all voting "AYE".

Mr. Fronk is recommending the Board execute a Memorandum of Understanding with the Board of Education of the Milford Exempted Village School District for roadway improvements relating to the construction of Boyd E. Smith Elementary School on Jer Les Drive at Branch Hill Guinea Pike and authorize the Administrator to sign the MOU on behalf of the Board.

Mr. Schultz made a motion to execute a Memorandum of Understanding with the Board of Education of the Milford Exempted Village School District for roadway improvements relating to the construction of Boyd E. Smith Elementary School on Jer Les Drive at Branch Hill Guinea Pike and authorize the Administrator to sign the MOU on behalf of the Board, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised the Fire & EMS Department is in possession of miscellaneous surplus equipment that is no longer necessary for its operation or is obsolete. Mr. Fronk is recommending the surplus equipment be disposed of by Internet Auction pursuant to Section 505.10 of the Ohio Revised code and if no qualified bidders are found within thirty (30) days, the Fire Chief is authorized to dispose of the equipment by destruction or other means.

Mr. Tracy made a motion to adopt **Resolution 2015-09** a resolution authorizing the disposal of surplus property and authorizing the sale of unneeded or obsolescent personal property no longer necessary for Township use by Internet Auction pursuant to Section 505.10 of the Ohio Revised code and if no qualified bidders are found within thirty (30) days, the Fire Chief is authorized to dispose of the equipment by destruction or other means, seconded by Mr. Schultz with all voting "AYE".

Mr. Fronk discussed the Wards Corner Road Improvement project noting the final construction costs were \$285,882.00 over the initial estimates. The Clermont County TID is requesting a resolution from the Township stating the Township will provide the additional funds to cover the actual construction costs. The Township had committed \$250,000.00 to the access road part and the County Engineer paid the costs of the widening of Wards Corner Road. This was a joint project with the Clermont County Transportation Improvement District, Miami Township and the County Engineer. The Township paid for the new access road located by the new Florentine Gardens and the final cost was \$535,882.00.

Mr. Tracy moved to table Resolution 2015-10 to the April 21st meeting to get more information on the cost over-run, seconded by Mr. Schultz with all voting "AYE".

Mr. Fronk advised the Board of four streets in Miami Township that have a speed limit of 55mph that is unsafe for vehicular traffic and should be reduced to 25mph. Mr. Fronk is recommending the Board adopt Resolution 2015-11 a resolution lowering the speed limit on certain streets in Miami Township.

MIAMI TOWNSHIP BOARD OF TRUSTEES

MARCH 17, 2015

Mr. Schultz made a motion to adopt Resolution 2015-11 a resolution lowering the speed limit on certain streets in Miami Township, seconded by Mr. Tracy with all voting “AYE”.

Mr. Fronk advised the Fire & EMS Department is requesting to send Greg Ortman and Jason Burbrink to the Zoll Summit Users Conference in Denver, Colorado from May 11 through May 16 at a cost not to exceed \$4,100.00. Zoll is the provider of the department’s new EMS reporting software and this is the only training conferences they offer each year. Also, the department is requesting to send Chief Kelly to the Fire Department Instructors Conference in Indianapolis, Indiana from April 20 through April 25 at a cost not to exceed \$2,100.00. Mr. Fronk is recommending the Board approve the out of Township travel requests for the Fire & EMS Department.

Mr. Tracy moved to approve the Fire & EMS out of Township travel request as presented, seconded by Mr. Schultz with all voting “AYE”.

Mr. Fronk advised the Board that they need to set special meetings to interview candidates for the position of Service Department Director. He is recommending the Board hold these meetings March 23rd and March 24th at 6:00 p.m.

Mr. Schultz made a motion to set special meetings on March 23rd and March 24th beginning at 6:00 p.m. for the purpose of interviewing candidates for the position of Service Department Director and any other business to come before the Board, seconded by Mr. Tracy with all voting “AYE”.

With no further business to come before the Board the meeting was adjourned at 7:55 p.m.

ATTEST: _____
Eric C. Ferry, Fiscal Officer

Mary Makley Wolff, Chairperson